

POLICE LATENT PRINT EXAMINER

(Competitive Class)

2 positions (2 already established)

DISTINGUISHING FEATURES OF THE CLASS

Employees perform advanced technical work in fingerprint identification. An employee of this classification applies knowledge and skill in revealing the existence of latent fingerprints and in the positive identification of such evidence. Work also involves police photography, legal presentation of evidence and courtroom testimony and all difficult identifications. The work demands extreme accuracy and requires the exercise of considerable initiative and independent judgment within the limits of established practices and procedures. Performs other work as required.

EXAMPLES OF WORK

Develops, evaluates, compares and identifies Latent (Crime Scene) fingerprints either chemically or by powder. Maintains the integrity of the evidence by logging and preserving all evidence handled.

Logs in evidence; classifies fingerprints and records classifications according to standard classification codes; searches files to find specific prints or to make comparisons; enters latents on the AFIS system.

Develops and maintains a latent fingerprint file; keeps file on single and partial fingerprints found at crime scenes for possible future identification; maintains palm prints and juvenile fingerprint files.

Prepares and writes dispositions on all latents.

Develops and prepares courtroom charts and mugshot prints; renders expert testimony in all courts of law.

Conducts academy instruction of police officers in fingerprinting techniques including palm prints and fingerprint rolling.

Prepares lab enlargements; makes negatives.

Orders and maintains latent kit supplies.

Responds to crime scenes for latent print evidence on high priority cases when needed.

Classifies and compares prints of deceased persons and arrests for identification.

Assist the ten print section in making difficult identification on AFIS.

Processes vehicles that are in storage for latent prints.

Effectively communicates with superiors, coworkers and subordinates both orally and in writing.

QUALIFICATION REQUIREMENTS:

Unless otherwise specified, all requirements listed below must be met by the filing deadline for application for admission to the examination.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States, and passing a civil service examination for the position.

Must possess a valid driver's license.

Must present documentation indicating, at a minimum, that the applicant has met the minimum high school graduation requirements necessary to receive a high school diploma as established by the state of Louisiana Board of Elementary and Secondary Education. Such documentation shall include at least one of the following: high school diploma, high school transcript, certificate of equivalency, affidavit from the issuing high school, college diploma, or college transcript, any one of which must indicate that graduation has occurred or a degree awarded. A certification of completion shall not be sufficient to substitute for certification of graduation.

Must have at least two (2) years experience in a full-time position with a law enforcement agency in which the primary duties included the classification, verification, and identification of fingerprints through the ten-print and/or Live Scan identification method.

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